

CY2006 State/County Contract Changes 04/25/05

Item	Section #	Title	Proposed Changes	
1	1.5	IV-D Program	Include 49.22 as reference Child and spousal support;establishment of paternity;medical liability	
2	1.10 (Put in Alpha order)	CSA Attorney	Add "definition" for CSA Attorney Child Support Attorney means the attorney under Wis. Stat. 59.53(6) employed by or contracted by the county board to provide support enforcement services specified under this contract on behalf of the state Department of Workforce Development.	
3	3	CSA's Responsibilities	CSA's <u>Duties and</u> Responsibilities	
4	4	Department's Responsibilities	Department's <u>Duties and</u> Responsibilities	
5	3.1	General Requirements	The CSA agrees that the functions performed and services provided or purchased by the CSA as specified in this Contract shall be performed in accordance with statutes and rules stated above and the DWS Administrator's Memo Series, the Child Support Bulletins, the Bureau of Child Support (BCS) Memo Series, the Bureau of Child Support Letters Series, the Wisconsin Child Support Procedures Manual, the Wisconsin Child Support Policy and Program Administration Manual, the Wisconsin Child Support Forms and Documents Manual, the Wisconsin Child Support Report Manual, the BCS Workweb, the Central Office Reporting (COfR) instructions, state and federally approved corrective action plans, fiscal audits, and <u>fact sheets</u> , as applicable.	
6	3.2	Provide Services	Provide all appropriate child, spousal and medical support services, and paternity establishment services to all cases participating in public assistance programs under Wis. Stat. s. 49.145, Wis. Stat. s. 49.19, and Wis. Stat. s. 49.45 including Kinship Care (Wis. Stat. s. 48.57(3m)), Relief Block Grants (Wis. Stat. s. 49.02), <u>FoodShare</u> (Wis. Stat. s. 49.124), Wisconsin Works (Wis. Stat. s. 49.141), Work Experience for Non-custodial Parents (Wis. Stat. s. 49.36), Medical Assistance Wis. Stat. s.49.45 and to all cases involving individuals in	

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			which application is made.	
7	3.4	Cooperative Agreements	Use the standard cooperative agreement developed in cooperation with WCSEA to ensure statewide uniformity and meet minimum federal requirements in accordance with 45 CFR 303.	
8	3.4	Notification of Court Cases on Appeal	New Language The CSA or the CSA attorney as defined in s. 59.53(6), Wis. Stats. shall notify the DWD legal counsel in a timely manner of any IV-D case that is appealed to the Court of Appeals or the Supreme Court.	
9	3.11.2	Suspense Processing	(Delete section) Process 80% of all suspense collections within one working day if the CSA has the information necessary to process said collections.	
10	3.13	Failure to Follow IV-D or BCS Policy	New Section Reimbursement for Failure to Follow Policy. The CSA shall be responsible for reimbursement to the parties when the reimbursement is caused solely by the failure of the CSA to follow state statute, DWD written policy directives or published IV-D directives that are appropriately and timely communicated to the CSA by the Department. In the event of a dispute, the CSA may follow the procedures under Sections 13 Disputes and 14 Hearings.	
11	3.14	Collections, Receipts, and Disbursements	(1) Pursuant to BCS policy, (1) redirect all child support payments to the Support Collections Trust Fund; (2) forward any child support or other-related payments received by the county to the Support Collections Trust Fund for receipting into KIDS within 24 hours; (3) permit the SDU to receipt and deposit collections made payable to the county; (4) collect the Parent Locator Service fee under 45 CFR 303.70 and any other fees authorized by the Department.	

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12	4.9	Comprehensive training	Provide comprehensive statewide training for CSA personnel including, but not limited to, new worker training, training related to new initiatives and KIDS enhancement and other continuing training related to the IV-D Program. Training programs and curriculum shall be determined in consultation with the Child Support Training Advisory Committee (CSTAC). Child Support training and curriculum shall be made available to CSA's upon request. Provision of classroom training and onsite training is subject to BCS budget limitations.	
13	4.11	Cooperative Agreements	Standard Cooperative Agreements. Use the standard cooperative agreements which conform to state and federal laws.	
14	4.16	Delegation of Authority	Delegate to Agency support enforcement attorneys, as defined in s. 59.53(6), Wis. Stats., its authority to establish paternity and to establish and enforce child support obligations by appearance in circuit court, and with prior approval of the Department appearance in appellate court. The Department agrees to assist the Agency in preparation of appeals, upon request.	
15	6.2	Performance Based Allocation	Standards of Performance and Performance Based Allocation. Pursuant to Admin Rule DWD 44 and Wis. Stat. s. 49.24, the Department shall specify standards of performance and budget an allocation to the CSA as its proportionate share of dollars for performance based funding as identified in the applicable Administrator's Memo. The Department shall distribute the total available incentive funding under Wis. Stat. s. 49.24, to counties and eligible tribes	
16	9.1	Advance Payments	The Department shall make advance payments <u>of federal and state funds</u> based on the following schedule	
17	9.1	Advance Amounts	Payments for January and February shall be made on the fifth of each of those months in amounts based on <u>one-tenth of the allocation or load amount, whichever is lower</u> , as shown in Exhibit 1 and as specified in this Section. <u>The corresponding 66% federal administrative advance will be paid in the same way.</u> A report will	

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			accompany each monthly payment made under this Contract identifying which portion of the payment is attributable to Exhibit 1.	
18	9.9	Reconciliation with County Clerk <u>or</u> <u>Designated</u> County <u>Comptroller's</u> <u>Office</u> Records	A reconciliation should be performed between expenditures and revenues recorded at the county's office and those on the County Clerk's, <u>or designated county comptroller's office</u> , accounts together with any journal entries. It is advisable to obtain copies of the County Clerk's <u>or designated county comptroller's office</u> expenditure and revenue accounts pertaining to the CSA to perform this reconciliation. A work sheet shall be prepared at year-end showing the final reconciled balances and adjustment made by the CSA. If a reconciliation has not been completed at the time the Department completes its audit, the Department will conduct a reconciliation at the expense of the CSA.	
19	11.2.2	Review Scheduling	The Department shall schedule a mutually acceptable entrance date with the CSA with at least a thirty (30) day advance notice or an earlier date, upon agreement. The Department shall provide the CSA with advance written notice stating the purpose and scope of the review.	
20	9.3	Reimbursement Claims	<i>If the expenditure report is received on or before the 23rd day of the month following the report month, the deposit to the CSA;s account will be made by the Department by the <u>last day</u> of the month.</i>	
21		State Disbursement Unit	Add definition.	
22	9.2.1.	Recovery of Advance Payments	Amend Section 9, as follows: <u>9.2.1. October 2006 Expenses. October 2006 expenses reported in November will be adjusted against one-half of the outstanding payments (which were issued in January and February 2006) when the reimbursement for October actual expenses is made.</u>	

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			<p>9.2.2. November 2006 Expenses. November 2006 expenses reported in December will be adjusted against one-half of the outstanding payments (which were issued in January and February 2006) when the reimbursement for November actual expenses is made</p> <p>9.2.3 December 2006 expenses. December 2006 expenses reported in January 2007 will be adjusted <u>against any outstanding payments</u> (which were issued in January and February 2006) when the reimbursement for December actual expenses is made.</p>	
23	1	Definitions	State Disbursement Unit (SDU) is the unit responsible for centralized receipt and distribution of child support and other support-related payments. The SDU includes the activities and staff at the Wisconsin Child Support Trust Fund located in Milwaukee. The State of Wisconsin currently with a private vendor, ACS (State and Local Solutions, Inc.), for SDU operations.	